



**State of Washington
Department of Labor and Industries
Application for Licensure as an Elevator Mechanic**

This application for certification as an Elevator Mechanic is **NOT** a license to perform work for which a contractor's license is required by the Department of Labor & Industries or any other agency.

ELEVATOR MECHANIC LICENSURE

Under the provisions of RCW 70.87.240, pertaining to elevator mechanic licensing, there are four routes to licensure for each category:

Category 01	General license - all types of work on all conveyances covered by RCW 70.87.
Category 02	Commercial and residential wheelchair lifts; dumbwaiters; and incline chairlifts
Category 03	Electric and hand powered manlifts; special purpose elevators; and belt manlifts in industrial sites and grain terminals.
Category 04	Temporary personnel hoists; temporary material hoists and special purpose elevators.
Category 05	Material Lifts
Category 06	Wheelchair lifts, dumbwaiters, incline chairlifts & inclined elevators in private residences.
Category 07	Residential inclined elevators
Category 08	Employees of public agencies performing maintenance only on their employer's conveyances.

Option 1 – Sufficient Qualifying Experience plus taking the State Exam

Candidates for licensure have sufficient qualifying experience and take an exam administered by the State of Washington Department of Labor & Industries. The level of experience varies dependent upon the category of licensure sought by the applicant. The categories are:

For general elevator (category 01), Commercial and residential wheelchair lifts; dumbwaiters; and incline chairlifts (category 02), Electric and hand powered manlifts; special purpose elevators; and belt manlifts in industrial sites and grain terminals (category 03), Temporary personnel hoists; temporary material hoists; special purpose elevators (category 04) and Employees of public agencies performing maintenance only on their employer's conveyances (category 08):

- The applicant must submit to the department an application and provide acceptable proof to the department that shows the necessary combination of documented experience and education in the applicable license category of not less than three years' work experience in the elevator industry performing conveyance work as verified by current and previous employers licensed to do business in this state or as an employee of a public agency; and
- The applicant must pass a written examination administered by the department on 70.87 RCW, elevator laws, applicable elevator codes and other relevant information as determined by the department.

For material lifts (category 05):

- The applicant and the licensed elevator contractor/employer must comply with the law relating to material lift elevator mechanics (RCW 70.87.245); and
- The applicant must pass a written examination administered by the department on 70.87 RCW, elevator laws, applicable elevator codes and other relevant information as determined by the department.

For Residential wheelchair lifts; Residential dumbwaiters; and Residential incline chairlifts (category 06)

- The applicant must submit an application and provide acceptable proof to the department that shows the necessary combination of documented experience and education in the applicable license category of not less than two years' work experience in the elevator industry performing conveyance work as verified by current and previous employers licensed to do business in this state; and
- The applicant must pass a written examination administered by the department on 70.87 RCW, elevator laws, applicable elevator codes and other relevant information as determined by the department.

For residential inclined conveyance work (category 07):

- The applicant must submit an application and provide acceptable proof to the department that shows the necessary combination of documented experience and education in the applicable license category (see WAC 296-96-00910) of not less than one year's work experience in the elevator industry or not less than three years' documented experience and education in conveyance work as described in category (01) performing conveyance work as verified by current and previous employers licensed to do business in this state; and
- The applicant must pass a written examination administered by the department on 70.87 RCW, elevator laws, applicable elevator codes and other relevant information as determined by the department.

Examination Information

The examination will be an open book examination and will consist of approximately 100 to 150 multiple-choice questions. A score of at least 80% is required to pass. Examinations shall be held at locations and times when considered necessary by the department. The department will notify qualified applicants of the date, time, and location of the examination.

Applicants may prepare for the exam by studying the ASME A17.1-2000, A17.1A 2002, A17.1B 2003 Safety Code for Elevators and Escalators; ASME A18.1-1999 and ASME A18.1a-2001 addenda, Safety Standard for Platform Lifts and Stairway Chairlifts; the Revised Code of Washington chapter 70.87; the Washington Administrative Code section 296-96; National Electrical Code 2003; International Building Code 2003; Elevator Industry Field Employees' Safety Handbook; The Installation Manual and the Elevator Maintenance Manual.

*Applicants should also bring these materials with them to the examination. **The department will not supply reference materials for the exam.***

Sources for this information:

- *The Revised Code of Washington chapter 70.87; the Washington Administrative Code section 296-96--on our website: Elevators.LNI.wa.gov*
- *ASME A17.1-2000, A17.1A 2002, A17.1B 2003 Safety Code for Elevators and Escalators; ASME A18.1-1999 and ASME A18.1a-2001 addenda, Safety Standard for Platform Lifts and Stairway Chairlifts-- American Society of Mechanical Engineers: www.asme.org.*
- *International Building Code 2003-- International Code Council, Inc: 1-800-214-43212*
- *National Electrical Code 2003--National Fire Protection Association, Inc.: www.nfpacatalog.org or 1-800-344-3555*
- *Elevator Industry Field Employees' Safety Handbook; The Installation Manual and the Elevator Maintenance Manual: Elevator World: www.elevator-world.com or 1-800-730-5093*

Option 2 – Grandfathered Experience, with no state elevator exam necessary

Until October 1, 2004, some current elevator mechanics may be granted licensure under limited “grandfathering” provisions. Any person who furnishes the department with acceptable proof that he or she has performed conveyance work in the category for which a license is sought shall upon making application for a license and paying the license fee receive a license without an examination.

To apply for under the grandfathering option, a person must have:

For general elevator (category 01), Commercial and residential wheelchair lifts; dumbwaiters; and incline chairlifts (category 02), Electric and hand powered manlifts; special purpose elevators; and belt manlifts in industrial sites and grain terminals (category 03), Temporary personnel hoists; temporary material hoists; special purpose elevators (category 04) and Employees of public agencies performing maintenance only on their employer’s conveyances (category 08):

- Worked without direct and immediate supervision for a general or specialty contractor registered to do business in this state or as an employee of a public agency. This employment may not be less than each and all of the three years immediately before March 1, 2004. To utilize this option, a person must apply for licensure BEFORE OCTOBER 1, 2004.

For material lifts (category 05):

- On or before October 1, 2004, the applicant must provide acceptable proof to the department that shows the necessary combination of documented experience and education in the material lift license category (see WAC 296-96-00910) performing conveyance work on material lifts, as verified by current and previous employers licensed to do business in this state; and
- Worked without direct and immediate supervision for a general or specialty contractor registered to do business in this state. This employment may not be less than each and all of the three years immediately before March 1, 2004.

For Residential wheelchair lifts; Residential dumbwaiters; and Residential incline chairlifts (category 06)

- On or before October 1, 2004, the applicant must provide acceptable proof to the department that shows the necessary combination of documented experience and education credits in the residential conveyance license category performing conveyance work on residential wheelchair lifts, residential dumbwaiters and residential incline chairlifts, as verified by current and previous employers licensed to do business in this state; and
- Worked without direct and immediate supervision for a general or specialty contractor registered to do business in this state. This employment may not be less than each and all of the two years immediately before March 1, 2004.

For residential inclined conveyance work (category 07):

- On or before October 1, 2004, the applicant must submit an application and provide acceptable proof to the department that shows the necessary combination of documented experience and education credits in the residential inclined conveyance license category (see WAC 296-96-00910) performing conveyance work on residential inclined conveyances, as verified by current and previous employers licensed to do business in this state; and
- Worked without direct and immediate supervision for a general or specialty contractor registered to do business in this state. This employment may not be less than each and all of one year immediately before March 1, 2004.

Option 3 – National Certification, with no state elevator exam necessary

An applicant may be qualified for licensure as an elevator mechanic without having to take the state elevator exam if the applicant has obtained a certificate of completion and successfully passed the mechanic examination of a nationally recognized training program for the elevator industry such as the national elevator industry educational program or its equivalent.

Option 4 – Apprenticeship, with no state elevator exam necessary

An applicant may be qualified for licensure as an elevator mechanic without having to take the state elevator exam if the applicant has obtained a certificate of completion of an apprenticeship program for an elevator mechanic, meeting certain standards, and registered with the Washington state apprenticeship and training council.

Regulations

An application, which is not properly completed, may delay the issuing of license.

The department may deny application of or suspend a license under this section if the applicant owes outstanding final judgments to the department or if the Department has been notified that state-ordered child support payments are in arrears.

Any person, firm or company working without a license may be cited for a violation under RCW 70.87 and WAC 296-96 may be assessed a civil penalty in the amount of \$500. Each day a person, firm or company is in violation may be considered a separate violation. Each job site at which a person is in violation may be considered a separate violation. (WAC 296-96-000926.)

Reciprocity

WAC 296-96-00906(1)(a)(iv) provides that the department may enter into reciprocal agreements with other states having standards substantially equal to those of RCW 70.87. The department does not have any reciprocal agreements with any other states as of June 2004. Check with the Department of Labor & Industries for current status of agreements.

Licensing Authority

Department of Labor & Industries Elevator Program and RCW chapter 70.87

Fees

Initial Application fee: \$154.50 This fee includes both the application fee of \$51.50 and the licensing fee of \$103.
Examination fee (this fee is in addition to the application fee): \$154.50
Timely Renewal license fee: \$103.00 Renewals will be considered "timely" when the renewal application and fee is received on or prior to the expiration date of the license.
Late Renewal license fee: \$206.00 Late renewal is for renewal applications received no later than ninety days after the expiration of the licenses. If the application and the fee are not received within ninety days from license expiration, the licensee must reapply and pass the competency examination. (If it is necessary to take the exam, the examination fee is in addition to the late renewal license fee.)
Replacement of all licenses: \$15.40
Refund processing Fee: \$30.90

The applicant must sign the application and payment in the amount of one hundred fifty dollars (\$154.50) must be included. The fee may be paid by a check attached to this application made out to the Department of Labor & Industries, Elevator Program. (Please note on the check that it is for "LM license") The fee may also be paid through a money order, cashier's check, or with a debit/credit card at any of the Department of Labor & Industries regional field offices, or with a debit/credit card through the online registration program on the Department of Labor & Industries elevator web page:

<http://www.lni.wa.gov/TradesLicensing/Elevators/default.asp>

Fee Refunds

The examination fee of \$154.50 and the application fee of \$51.50 are non-refundable. The license fee of \$103.00 will be refunded if the license is denied.

Internet Address

www.Elevators.LNI.wa.gov

License Information:

Any category of licensure may be issued upon the verification of the information provided under *Section 2, Certification Type* of this application.

A certificate and a pocket-sized license will be issued when all application criteria have been met. The initial license will be valid for more or less than two years and must be renewed with an application available from the Department.



Application for Licensure as an Elevator Mechanic

1. Personal Information

First Name	Middle Initial	Last Name
Social Security Number (For ID only)	Date of Birth	Email addresses
Drivers License number or other State issued ID #	State	

Home Address		City	
State	Zip Code	Phone	FAX

Business Address		City	
State	Zip Code	Phone	FAX

2. Certification Type

Applicant indicates the Type of Certification for which the person designated as the LM is qualified. Applicants applying for more than one license certifications should apply for further certifications on additional forms.

☐ **General (category 01) License.** This certification qualifies the designated person as a Licensed Elevator Mechanic (LM), all types of work on all conveyances covered by the State of Washington RCW 70.87. The entire application must be completed, signed, and submitted to the Department for processing.

☐ **Other Categories.** The applicant should check the appropriate box. This certification limits the designated person as an LM to perform specific work or work on specific conveyances. The entire application must be completed, signed and submitted to the Department for processing.

- ☐ Commercial and residential Wheelchair lifts; Dumbwaiters; and Incline chairlifts (category 02)
- ☐ Electric and hand powered manlifts; Special purpose elevators; and Belt manlifts in industrial sites and grain terminals. (category 03)
- ☐ Temporary personnel hoists; Temporary material hoists; Special purpose elevators. (category 04)
- ☐ Material Lifts (category 05)
- ☐ Residential wheelchair lifts; Residential dumbwaiters; Residential incline chairlifts. (category 06)
- ☐ Residential inclined elevators. (category 07)
- ☐ Employees of public agencies (category 08) performing maintenance only on their employer's conveyances.

Licensed Elevator Mechanic

3. QUALIFICATION HISTORY

EXPERIENCE. Describe duties and dates of employment evidencing 3 years experience in the conveyance industry performing construction, maintenance, and service and repair of conveyances covered by RCW 70.87. (EXCEPTION: For applicants applying for categories 05, 06, and 07, describe experience as necessary – see page 1) This information must be verified by present and previous employers (see Section 3A). Attach additional pages if necessary.

From (mm/yy)	To (mm/yy)	Job title
Hours per Week	Total worked (years/months)	Company (Present or most recent employer)
Supervisor	Phone	Address
Description of Duties (Be specific to type of device)		

From (mm/yy)	To (mm/yy)	Job title
Hours per Week	Total worked (years/months)	Company (Present or most recent employer)
Supervisor	Phone	Address
Description of Duties (Be specific to type of device)		

From (mm/yy)	To (mm/yy)	Job title
Hours per Week	Total worked (years/months)	Company (Present or most recent employer)
Supervisor	Phone	Address
Description of Duties (Be specific to type of device)		

From (mm/yy)	To (mm/yy)	Job title
Hours per Week	Total worked (years/months)	Company (Present or most recent employer)
Supervisor	Phone	Address
Description of Duties (Be specific to type of device)		

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3A. EMPLOYER'S VERIFICATION OF EXPERIENCE

Verification of employment is required. Three years of employment as indicated in Section 3 shall be verified directly by the employer by completing this Section or through other acceptable employee records which need to be attached to this application. Without this verification the application cannot be processed. For applicants wishing to be licensed under the "grandfather" provisions, this employment may not be less than each and all of the three years immediately before March 1, 2004. (Exception: applicants seeking certification in categories 05, 06, and 07. See explanation of grandfathering at front of application)

I certify under penalty of perjury that the aforementioned employment experience is verified as true and accurate information.

Signature _____ Print Name _____ Title _____ Date _____

I certify under penalty of perjury that the aforementioned employment experience is verified as true and accurate information.

Signature _____ Print Name _____ Title _____ Date _____

I certify under penalty of perjury that the aforementioned employment experience is verified as true and accurate information.

Signature _____ Print Name _____ Title _____ Date _____

I certify under penalty of perjury that the aforementioned employment experience is verified as true and accurate information.

Signature _____ Print Name _____ Title _____ Date _____

4. EDUCATION AND TRAINING

Additional Information: Explain or list additional skills, aptitudes, educational courses, degrees, or certifications that may qualify you as a Licensed Mechanic in the State of Washington. Include documentation showing evidence of this additional information. Attach additional pages if necessary.

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5. QUALIFYING REQUIREMENTS

Applicants shall meet the minimal work experience referenced in Section 3 **AND** shall meet one of the following requirements and attach the appropriate documentation.

5A. EXAMINATION

Applicants qualifying through the Department of Labor & Industries examination process as allowed by RCW 70.87 shall complete this section.

☐ Qualifying with Department examination

Do you need reasonable accommodation to take this exam?

☐ Yes

☐ No

Have you ever applied for this examination before?

☐ Yes

☐ No If Yes, give date_____

5B. NEIEP OR EQUIVALENT EXAMINATION

Applicants qualifying through the NEIEP or Equivalent examination process as allowed by RCW 70.87 and WAC 296-96-00906 shall complete this section, and attach documentation.

☐ Certificate of completion and verification of passing the mechanic examination of a nationally recognized training program for the conveyance industry such as the National Elevator Industry Educational Program.

Name of Program _____ Certificate number _____

5C. COMPLETION OF APPRENTICESHIP PROGRAM

Applicants qualifying through the Apprenticeship and Training process as allowed by RCW 70.87 and WAC 296-96-00906 shall complete this section, and attach documentation.

☐ Certificate of completion of an apprenticeship program for an elevator mechanic, having standards substantially equal to those of chapter 70.87 RCW and registered with the Washington state apprenticeship and training council under chapter 49.04 RCW.

Name of Program _____ Certificate number _____

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6. APPLICANT SIGNATURE

I certify under penalty of perjury that the information on this application is true and complete to the best of my knowledge. I further understand that any false, incomplete, or incorrect statements may result in my disqualification from the licensing process.

Applicant Signature

Date

Completed applications may be returned to the following address:

State of Washington
Department of Labor & Industries
Specialty Compliance Services – Elevator Program
PO Box 44480
Olympia, WA 98504-4480
Phone: (360) 902-6130 or 800-705-1411 (within Washington State only)
Fax: (360) 902-6132